

**April 1, 2018**

Sunday

9:30 AM - 4:30 PM

Easter Brunch at Bear Mt. Inn, 1:30 PM

**April 2, 2018**

Monday

9:30 AM - 10:30 AM

Daily Staff Meeting - We will call 917-376-2190 -- RA C/R (26)

10:30 AM - 12:00 PM

RA Staff Meeting

2:00 PM - 3:00 PM

HQ Weekly Conf. Call

3:00 PM - 3:30 PM

Personnel matter -- ARA Office

4:00 PM - 4:15 PM

Walter Mugdan to meet with Sabina re: Lean Management System (ELMS) -- DRA office

**April 3, 2018**

Tuesday

8:30 AM - 9:00 AM

Reminder: check x5051 for voicemail

9:30 AM - 10:30 AM

Daily Staff Meeting - Dial in: 1-844-637-3111; 85038; 2-123456 -- RA C/R (26)

10:30 AM - 11:00 AM

Follow up meeting re: Local Supplemental Agreement; Dial in: 1-844-637-3111; 85035; 2-123456 -- RA conference room

11:30 AM - 12:00 PM

Pre-brief: Preparation for Environmental Justice and Community Revitalization Council Meeting - Dial in: 1-844-637-3111; 85038; 2-123456 -- RA conference room

12:30 PM - 1:00 PM

Conference call with EPA Region 2 and Energy Answers International re: Arecibo Resource Recovery Project in Puerto Rico -- Regional Administrator Conference Room - Dial in number: 1 (202) 991-0477; Conference Code: 5569798

1:00 PM - 2:00 PM

Call Dan Ryan

## April 3, 2018 Continued

Tuesday

1:30 PM - 2:00 PM

Briefing: FMC Middleport RCRA Corrective Action issues -- RA conference room/Dial in: 1-202-991-0477;  
Conference ID: 5569798

4:30 PM - 4:45 PM

Meeting with Ariel and Pat + CASD staff re: GEN X in NJ -- DRA office

## April 4, 2018

Wednesday

10:00 AM - 11:00 AM

Daily Staff Meeting -- RA C/R (26)

11:00 AM - 12:30 PM

Weekly Recovery (RSFLG) Briefing with John Filippelli and CASD staff and all Divisions ; conference call  
number Conference number: 347-384-7287 Conference ID 5259241 -- Room 27D  
**Conference number: 347-384-7287 Conference ID 5259241**

Scheduled through May 2, 2018 and adjustments will be made as  
necessary.

1:30 PM - 2:00 PM

Price Solar -- 800 609 9770. 0121768.

2:00 PM - 3:00 PM

FW: Regional Call -- Call in # 1.484.352.3221 Code: 7018421

3:30 PM - 4:00 PM

Briefing: Congressional Estuary Caucus Meeting April 12th - Water Quality Improvements in Long Island  
-- RA conference room

4:00 PM - 5:00 PM

Chemours

4:00 PM - 4:30 PM

Briefing: Chemours Deepwater Facility - PFAS issues -- Dial in: 1-844-637-3111; 85038; 2-123456 --  
RA/CR 26th floor

## April 5, 2018

Thursday

8:30 AM - 9:00 AM

Reminder: check x5051 for voicemail

9:15 AM - 10:00 AM

Daily Staff Meeting -- RA C/R (26)

## April 5, 2018 Continued

Thursday

11:00 AM - 12:00 PM

Draft Weekly Report

11:30 AM - 12:00 PM

Meeting with RA and DECA/CEPD/ORC staff regarding Puerto Rico Enforcement -- RA conference room -  
Dial in: 1-202-991-0477; Conference ID: 5569798

12:00 PM - 1:00 PM

Special DRA+DAA Business Operations Meeting -- EPA HQ - WJCN 3346 (OARM's Conference Room)  
Call-in: 202-991-0477 Conference ID: 1647356

-Attached draft EMC Agenda – 4/5/18

-Attached agenda and associated materials – 4/4/18

-Changed meeting room location to WJCN 3346 (OARM's Conference Room) - 4/2/18

-Invited DAAs and Henry to the call and changed to a Special DAA+DRA Business Operations Meeting. – 3/30/18

### VTC/Audio Information

Call-in 202-991-0477, Conference ID 1647356

OARM: DCRoomWJCN3346

ORD: Chris Robbins

R1: Mt Belknap



Special DRA and  
DAA Business O...

R2: R2 DRA Personal VTC, IP: 204.46.102.134 Alias:  
[2126373871@epa.gov](mailto:2126373871@epa.gov)

R3: R3 DRA Mtg. Rm. Video unit. Alias: 2158142907

R4: R4 Boardroom

R5: R5 Small Conference RM 1927

R6: Calling in

R7: R7PLMGARA-SX20 Alias: 913 551 2008

R8: DRA Conference Room. SIP [3035554444@epa.gov](mailto:3035554444@epa.gov)

**April 5, 2018 Continued**

Thursday

R9SF-vtcroom 19333 Big Pine

R10: R10 Seattle 21 RA Conf Rm

Point of Contact: Chad Nitsch at 202-564-4714 or [Nitsch.chad@epa.gov](mailto:Nitsch.chad@epa.gov).



Draft Agenda



STPC StRAP



STPC slides ORD

1:00 PM - 1:30 PM

Meeting with Ron Leonard and associate, Renewable Energy Coalition re: Hurricane/Maria response --  
U.S. EPA, 290 Broadway (between Duane and Reade Streets), 26th floor, Regional Administrator  
Conference Room - Dial in number: 1-844-637-3111; 85038; 2-123456

2:30 PM - 3:00 PM

Sign Space Consolidation MOA -- DRA office

Hi Shane, I got your three additional suggested revisions on the MOA; I think they are OK but am checking with Anthony and Lars. If OK, maybe we can get together this afternoon to sign.

3:00 PM - 5:00 PM

National Honor Awards Ceremony for 2016 Award Winners -- Room 27A  
Distinguished Colleagues,

It gives me great pleasure to honor each of you, the Region 2 recipients and others nominated for the 2016 National Honor Awards. The National Honor Awards are EPA's highest awards and commend an individual or team for exceptional service, accomplishments, and leadership in upholding the mission of protecting human health and the environment.



2016 National  
Honor Award Re...

The employees who will be receiving a \_\_\_\_\_ awards are identified in the attached program. Please note, employees stationed in Puerto Rico will be recognized at a separate reception during my upcoming visit to the Caribbean.

## April 5, 2018 Continued

Thursday

lease join me, Walter, and the Senior Leadership Team for a reception with coffee and cake on April 5th at 3 p.m. in Room 27A. Please remember to bring a cup and plate to this waste free event.

I look forward to seeing you there.

Pete Lopez

Regional Administrator

4:00 PM - 4:45 PM

Call to discuss Puerto Rico trip. -- RA conference room/1-844-637-3111; Code: 85038; then 2-123456

## April 6, 2018

Friday

All Day

Flex Day

10:00 AM - 11:00 AM

Conf. Call with Peter DiSanza

11:00 AM - 12:00 PM

Meeting re: 2018 bi-national Lake Ontario Cooperative Science and Monitoring Initiative -- RA Conference Room - 1 (202) 991-0477; Conference Code: 5569798

1:00 PM - 4:30 PM

See Dr Kaplan at 1:30

5:00 PM - 5:05 PM

Laptop

## April 9, 2018

Monday

9:15 AM - 10:00 AM

Daily Staff Meeting -- RA C/R (26)

12:00 PM - 1:00 PM

FW: ELMS Readiness Assessment Brown Bag Session 1... (WJC North, 3530) -- Skype Meeting  
-----Original Appointment-----  
**From:** Watson, Yvonne  
**Sent:** Tuesday, April 3, 2018 11:28 AM

**April 9, 2018 Continued**

Monday

**To:** Watson, Yvonne; McIlwain, Serena; DeBell, Kevin

**Subject:** ELMS Readiness Assessment Brown Bag Session 1... (WJC North, 3530)

**When:** Monday, April 9, 2018 12:00 PM-1:00 PM (UTC-05:00) Eastern Time (US & Canada).

**Where:** Skype Meeting

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.....

→ [Join Skype Meeting](#)

Trouble Joining? [Try Skype Web App](#)

Join by Phone

Toll number: +1 (202) 991-0477, access code: 4382268

[Find a local number](#)

Conference ID: 4382268 (same as access code above)

[Help](#)

[!OC([1033])!]

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.....

1:00 PM - 1:15 PM

Call re: CID Terminix (USVI) -- RA C/R and 1-844-637-3111; code 85038; then 2-123456

## **April 9, 2018 Continued**

Monday

2:00 PM - 3:00 PM	HQ Weekly Conf. Call
3:00 PM - 3:30 PM	Briefing: Epiphany Allegheny Project in P.A. (Hydrofracking) and Seneca Nation concerns -- RA conference room
4:00 PM - 4:15 PM	Walter Mugdan to meet with Sabina re: Lean Management System (ELMS) -- DRA office
4:30 PM - 5:00 PM	review PR fact sheets -- Walter's office

## **April 10, 2018**

Tuesday

8:00 AM - 8:45 AM	PARs review team -- RA office
8:30 AM - 9:00 AM	Reminder: check x5051 for voicemail
9:00 AM - 9:15 AM	Sign Amended MOA -- DRA office
9:30 AM - 10:15 AM	Daily Staff Meeting -- RA C/R (26)
10:15 AM - 10:45 AM	Mid Year Review with Rich Manna -- RA conference room
11:00 AM - 11:30 AM	Mid Year Review with John Filippelli -- RA conference room
11:30 AM - 11:45 AM	Meeting with Pat and Grant to discuss annual meeting prep questions -- DRA office
12:30 PM - 1:00 PM	Mid Year Review with Dore LaPosta -- RA conference room
2:30 PM - 3:00 PM	Price Landfill Solar Project -- 1921 Change of location to Room 1921 (thank you ERRD).

## April 10, 2018 Continued

Tuesday

3:15 PM - 3:45 PM

Mid Year Review with John Prince -- RA conference room

3:45 PM - 4:15 PM

Mid Year Review with Mary Mears -- RA conference room

Please come wait in the reception area until the interview. Thanks, Beth

4:30 PM - 5:00 PM

Mid Year Review with Javier Laureano -- RA conference room

## April 11, 2018

Wednesday

7:45 AM - 8:15 AM

Briefing: Contract Realignment -- RA conference room

8:15 AM - 9:00 AM

Field Presence Tool Demo -- RA conference room

8:30 AM - 8:30 AM

Call Tom Tuffy -- 347-853-0602

9:30 AM - 10:30 AM

Daily Staff Meeting -- RA C/R (26)

11:00 AM - 12:30 PM

Weekly Recovery (RSFLG) Briefing with John Filippelli and CASD staff and all Divisions ; conference call number Conference number: 347-384-7287 Conference ID 5259241 -- Room 27D

**Conference number: 347-384-7287 Conference ID 5259241**

Scheduled through May 2, 2018 and adjustments will be made as necessary.

12:00 PM - 1:00 PM

FW: ELMS Deployment Readiness Assessment Brown Bag: Session 2, (WJCN, Room 3530) -- Skype Meeting

-----Original Appointment-----

**From:** Watson, Yvonne

**Sent:** Tuesday, April 3, 2018 11:28 AM

**To:** Watson, Yvonne; McIlwain, Serena; DeBell, Kevin

**Subject:** ELMS Deployment Readiness Assessment Brown Bag: Session



## April 11, 2018 Continued

Wednesday

2, (WJCN, Room 3530)

**When:** Wednesday, April 11, 2018 12:00 PM-1:00 PM (UTC-05:00)  
Eastern Time (US & Canada).

**Where:** Skype Meeting

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.....

→ [Join Skype Meeting](#)

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Join by Phone

Toll number: +1 (202) 991-0477, access code: 4382268

[Find a local number](#)

Conference ID: 4382268 (same as access code above)

[Help](#)

[!OC([1033])!]

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12:30 PM - 3:30 PM

**Monthly Business Review Meeting; Dial in: Conference number: 347-384-7287 Conference ID 5259241 --  
NY - 27A; Puerto Rico - Karst conference room and NJ - DESA Director Conference Room --  
videoconference and VTC set up**

**Meeting Attachments:**

- [R2's Draft Bowling Chart \(March Data\)](#)

*This shared document is being updated by the divisional coordinators in preparation for tomorrow's meeting.*

- [Readiness Assessment](#)

*Henry Darwin sent a communication asking to complete the above readiness assessment, which is intended to provide visibility into the readiness of our leadership team and office for the transformation that the deployment of ELMS represents. This information will be used to set the Office of Continuous Improvement's (OCI) training/initial deployment schedule, including both program and regional offices, for the next several months.*

- [R2 Divisional ELMS Comments Prepared for the RA](#)

*The DRA had reviewed and edited the comments we compiled as a Region. If his edits have substantively altered your comments/recommendations, please speak up during the applicable portion of the agenda. Please note the two comments that remain from the DRA within the document.*

### **R2's April's Business Review Agenda**

- I. **Opening Remarks (Pete Lopez - 5 Minutes)**
- II. **Agenda Review/Meeting Objectives (Rich Manna - 5 Minutes)**
- III. **Review of Action Items from Previous Meeting (All - 5 minutes)**

- R2 Divisional ELMS Comments Prepared for the RA

- IV. **Update on "ELMS Deployment Readiness Assessment" Task (Rich Manna – 10 Minutes)**
- V. **Report-Out of NPM Bowling Chart Measures Data (Lead Divisions – 60 Minutes)**

- |         |         |
|---------|---------|
| 1. ORC  | 6. ERRD |
| 2. OPM  | 7. DESA |
| 3. DECA | 8. PAD  |
| 4. CASD | 9. CEPD |
| 5. CWD  | 10. ORA |

## April 11, 2018 Continued

Wednesday

VI. Countermeasures Procedures - Open Discussion (10 Minutes)

VII. Next Steps (Rich Manna - 10 Minutes)

2:00 PM - 6:00 PM

Depart for DC - Delancey Car reserved for 2:00 pm pick up on Reade Street) -- Delancey Car Service - 212-228-3301/3337

Reservation made with Michael on 4/10.

Cash \$45 + any tolls

Credit card \$54

6:30 PM - 7:30 PM

Dinner -- Founding Fathers; 1924 Pennsylvania Ave NW; 202-822-8783

Thank you Ed for making the Reservations

<https://www.wearefoundingfarmers.com/locations/dc/>.

## April 12, 2018

Thursday

12:00 AM - 12:00 AM

Spring EMC meeting -- EPA HQ WJC East, Room 1153

All Day

Hoosick Falls meeting tonight

8:00 AM - 5:30 PM

HOLD: Executive Management Council - Day 1 -- EPA East 1153

8:30 AM - 9:00 AM

Reminder: check x5051 for voicemail

11:00 AM - 12:00 PM

Draft Weekly Report

12:15 PM - 1:45 PM

CLE --Final Reminder: Thursday April 12: Holocaust Memorial Legal Lecture (Live Classroom) -- R2NY-Rm-2728D-40p.VTC.OPM-FAMB/R2-NY

**UNITED STATES ENVIRONMENTAL PROTECTION AGENCY, REGION 2, OFFICE OF REGIONAL COUNSEL, AN ACCREDITED PROVIDER OF CLE IN NEW YORK STATE**

**Title:** United States v. Ohlendorf and the Destruction of Jews in the Baltic States and the Soviet Union: An Appraisal of the legal and historical significance of Nuremberg Military Tribunal Case No. 9, 'The

Einsatzgruppen Case, ' 70 Years Later" (Live Classroom Format)

**Course Description:** This lecture will discuss the legal and historical issues raised during the 1947-1948 Einsatzgruppen trial, including jurisdictional and substantive criminal law issues, and the significance of this proceeding. The lecture will also explore the extent to which the Tribunal's rulings foreshadowed rulings in later criminal and civil prosecutions of Nazi perpetrators and collaborators. After the lecture, questions will be taken. Two handouts will be made available, one listing legal and historical references, the other providing excerpts from legal and historical sources.

**Speaker:** Lee A. Spielmann, Assistant Regional Counsel

**Date:** Thursday, April 12, 2018

**Time:** 12:15 to 1:15 or 1:45 p.m. (The speaker plans to speak for 90 minutes but you can leave at 60 minutes for 1 CLE credit. Those that stay till the end will receive either 1.5 or possibly 2 credits depending on the end time).

**Place:** Conference Room 27D

**CLE:** 1 or 1.5 CLE credits (and possibly 2 credits) will be offered to attendees, depending on the end time and how long you stay.

**CALL-IN NUMBER:** For those who are at alternate work stations: (347) 384-7287 then enter the conference code 5993690. If the first number does not work, you can try calling (202) 991-0477 or (484) 352-3221 and then dial the conference code.

**Audience:** USEPA, Office of Regional Counsel (including interns), and other federal governmental attorneys from invited agencies. Also, EPA

## **April 12, 2018 Continued**

Thursday

program staff are invited to attend.

## **April 13, 2018**

Friday

12:00 AM - 12:00 AM

Spring EMC meeting -- EPA HQ WJC East, Room 1153  
Please See Above

All Day

Possible Hoosick Falls gov't meeting this afternoon

8:00 AM - 12:30 PM

**HOLD: Executive Management Council - Day 2 -- EPA East 1153**  
Hi everyone – As meeting materials are available they will be posted on the EMC SharePoint site in a folder for this Spring EMC meeting. If you have any questions please let me know. Thank you! Robin

8:30 AM - 9:30 AM

Time Cards

1:00 PM - 1:30 PM

Meeting with RA and DECA regarding PVSC case -- RA conference room - 1-202-991-0477; conference ID: 5569798

2:00 PM - 3:00 PM

Briefing: Vieques NPL Site -- RA C/R - 1-202-991-0477; Conference ID 5569798

5:00 PM - 5:05 PM

Laptop

## **April 16, 2018**

Monday

8:45 AM - 9:15 AM

Meeting with Anahita and staff on the status of PFAS methods currently at EPA and R2 lab capabilities -- DRA office - meet me conference line 1844-637-3111; enter 85035; press 2 enter 123456

9:30 AM - 10:30 AM

Daily Staff Meeting -- RA C/R (26)


## April 16, 2018 Continued

Monday

10:30 AM - 12:00 PM	RA Staff Meeting
1:00 PM - 2:00 PM	1:1 with Anahita and review of GE/Hudson -- DRA office
2:00 PM - 3:00 PM	HQ Weekly Conf. Call
3:30 PM - 4:00 PM	Discuss coverage of PAD phones -- DRA Office

## April 17, 2018

Tuesday

9:30 AM - 10:30 AM	Daily Staff Meeting -- RA C/R (26)
12:30 PM - 1:30 PM	<p>PFAS Coordinating Committee Meeting - Agenda to follow. -- 2123 EPA East - Peter Grevatt's conference line - 202-991-0477 - Conference ID: 8315535</p> <p><u>Agenda</u></p> <p>Announcements</p> <p>PFAS National Leadership Summit and Community Engagement</p> <p>Updates on implementation of PFAS Management Plan</p> <p>Updates on recent discussions with Industry (FluoroCouncil/NASF) DoD, States (NC)</p> <p></p> <p>Confirmed State Contacts for t...</p>
2:30 PM - 3:00 PM	Woodbridge Creek/Arthur Kill Sediment Investigation -- R2NY-Rm-2525-12p.CASD
3:30 PM - 4:00 PM	<p>Pre-briefing for NY/NJ HEP Committee meeting on April 24th with Javier and CWD staff + Chris Lyon -- RA Conference room (26) - meet me conference line 1844-637-3111; enter 85035; press 2; enter 123456</p> <p>Location just changed to RA's conference room on 26<sup>th</sup> floor.</p>

## April 18, 2018

Wednesday

10:00 AM - 11:00 AM	Daily Staff Meeting -- RA C/R (26)
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## April 18, 2018 Continued

Wednesday

11:00 AM - 1:30 PM

Prepare TAI Mailing

11:00 AM - 12:30 PM

**Weekly Recovery (RSFLG) Briefing with John Filippelli and CASD staff and all Divisions ; conference call number Conference number: 347-384-7287 Conference ID 5259241 -- Room 27D**  
**Conference number: 347-384-7287 Conference ID 5259241**

Scheduled through May 2, 2018 and adjustments will be made as necessary.

2:00 PM - 3:00 PM

**Regional Call -- Call in # 202-991-0477 Code: 7018421**

3:45 PM - 4:00 PM

**Meeting with Rich Manna re: general discussion -- DRA office**

4:00 PM - 4:30 PM

**Angela Licata invited you to "NYC Updates on Gowanus and Newtown". -- Angela will call Walter**

Angela Licata invited you to "NYC Updates on Gowanus Newtown".

when

Wednesday, April 18, 2018, 4:00 PM EDT - 4:30 PM EDT

location

Angela will call Walter

invitees

[Alexandra Espinosa](#) and you.

[See replies...](#)

-

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## April 19, 2018

Thursday

9:00 AM - 9:10 AM

**Mid Year Review with Walter Mugdan -- RA office**

## April 19, 2018 Continued

Thursday

9:00 AM - 9:00 AM	NOTE: Admin Professionals day next week
9:30 AM - 9:45 AM	Briefing re: Transfer request -- RA conference room
9:45 AM - 10:30 AM	Daily Staff Meeting -- RA C/R (26)
10:45 AM - 11:15 AM	Mid Year Review with Anahita Williamson - We are to call Anahita at 732-321-6754 -- RA conference room
11:00 AM - 12:00 PM	Draft Weekly Report
11:15 AM - 11:45 AM	Mid Year Review with Mazeeda Khan -- RA office
12:00 PM - 1:00 PM	2018 Acting Deputy Regional Administrators (DRA) Teleconference -- Call-in: 202-991-0477 Conference ID: 1647356 *moved location at HQ to WJCN 3428  *agenda attached – 4/19/2018

### 2018 Acting Deputy Regional Administrators (DRA) Teleconference

The call-in number is 202-991-0477 & Conference ID 1647356.

Please note: The number and/or conference code may change prior to meeting. Headquarters personnel and visitors, please feel free to join in-person WJCN 3428. If the region leading the teleconference cannot



DRA Agenda  
4.19.18.docx

attend, please call Chad Nitsch 202-564-4714, or [nitsch.chad@epa.gov](mailto:nitsch.chad@epa.gov) . Thank you.

2018 DRA Call Schedule will take place the 1<sup>st</sup> and 3<sup>rd</sup> Thursdays of every



## **April 19, 2018 Continued**

Thursday

onth.

- **April 5 Ed Chu**
- **May 1 David Gray**

**1:00 PM - 1:10 PM**

**Mid-Year Review with Beth Soltani -- RA office**

**1:10 PM - 1:20 PM**

**Mid-Year Review with Maureen Hickey -- RA Office**

**1:30 PM - 2:30 PM**

**Budget (principals only) -- R2NY-Rm-2728D-40p.VTC.OPM-FAMB/R2-NY;  
R2PR-Rm-7144-12p.VTC.Karst/R2-CFO**

**\* Attached allocations are draft and will be discussed in this meeting**

Conflineline: 1-347-384-7287; conf ID: 8456924

**\*\*Edison has no conference room available\*\***

**\*\*Edison has no conference room available\*\***

John Prince will be in Albany – may call in

Eric Shaaf attending

Jeff Gratz/Javier Laureano upstate (Catskills) with  
Commissioner of NYSDOH – Alyssa Arcaya attending on  
their behalf.



R2 Vacancies and  
Recruitments ...

Kate Anderson will call in

2:30 PM - 3:00 PM

Hillcrest Questionnaire-  Walter Mugdan -- 347-384-7287; Id: 3954067#  
Discussion of Hillcrest Questionnaire

Call-in number: 347-384-7287

Id: 3954067#

3:00 PM - 4:00 PM

Meeting with Hon. Ben Quayle and Troy Corporation -- EPA, 290 Broadway (between Duane and Reade Streets), 27th floor, Room 27B  
Attendees: (Troy Corporation)

William B. Smith, Executive Vice President & Chief Operating Officer

Alexander M. Gerardo, Vice President Administration & Government Relations

Dennis M. Toft, Chair, Environmental Group, Chiesa Shahinian & Giantomasi PC

Benjamin Quayle, Partner, HHQ Ventures, LLC

**3:00 PM - 4:00 PM**

**RA meeting on Troy Chem**

**4:00 PM - 5:00 PM**

**VTC and phone meeting - Preparation for Environmental Justice and Community Revitalization Council (EJCRC) Meeting with Office of Policy -- RA Conference Room/DCRoomWest1426/OPEI - Dial in: 1-202-991-0477; conference ID:5569798**

**Agenda**

1. Leadership and expectations related to Environmental Justice and Community Revitalization Council (EJCRC)
2. Approach towards Environmental Justice and Community Revitalization Priorities Memo
3. Integration of environmental justice and communities work with Administrator's lead priority
4. Focus on states and cooperative federalism
5. Focus on community-driven approach

**4:30 PM - 9:00 PM**

**APEC Green Gala at 6 PM**

**April 20, 2018**

Friday

**All Day**

**Flex Day**

**9:30 AM - 10:00 AM**

**Briefing in preparation for NY Times interview on Columbia Smelting site -- RA C/R 347-384-7287 ID 5259241**

**Conference line: 347-384-7287 -- conference ID 5259241**

**10:00 AM - 10:30 AM**

**Conference call briefing on AES -- RA/CR - Dial in: 1-202-991-0477 - Conference ID: 5569798**

**10:30 AM - 10:45 AM**

**Briefing: Energy Answers proposed incinerator -- RA C/R - Dial in: 1-202-991-0477 - Conference ID: 5569798**

**10:45 AM - 11:00 AM**

**Briefing: PR visit landfill tour and media -- RA C/R - Dial in: 1-202-991-0477 - Conference ID: 5569798**

**2:15 PM - 3:00 PM**

**Briefing: Niagara Radiation Sites -- RA C/R - 1 (202) 991-0477; Conference Code: 5569798**

**5:00 PM - 5:05 PM**

**Laptop**

**April 23, 2018**

Monday

**9:00 AM - 9:00 AM**

**Admin Professionals Day 4/25**

**9:30 AM - 10:30 AM**

**Daily Staff Meeting -- RA C/R (26)**

**10:30 AM - 12:00 PM**

**RA Staff Meeting**

**2:00 PM - 3:00 PM**

**HQ Weekly Conf. Call**

**3:30 PM - 3:50 PM**

**Development Assignment discussion -- Your office**

**April 24, 2018**

Tuesday

9:30 AM - 10:30 AM

Daily Staff Meeting -- RA C/R (26)

11:00 AM - 11:30 AM

After Action Evaluation Phone Interview -- 202 564 8783

1:15 PM - 5:00 PM

NY/NJ HEP Policy Committee Meeting with Travel Time (update with full file set) -- Hudson River Foundation 17 Battery Place 9th Floor  
Full File Set (8 documents) for NY/NJ HEP Policy Committee Meeting



1 MEETING  
AGENDA



2 Backgroud for  
... USEPA Agenda I...



3. HEP Overview  
for RA Briefin...



4 Harbor Action  
Plan dated 20...



5 MINUTES - Nov  
2017 ...



6 ACTION  
AGENDA Draft 2...



7 CCMP -  
SCHEDULE



8 TRACKING of  
... ActionA - ...

**April 25, 2018**

Wednesday

All Day

2:00 pm Brownfields event in Newark, NJ

All Day

Administrative Professionals Day

9:30 AM - 10:30 AM

Daily Staff Meeting -- RA C/R (26)

10:30 AM - 11:00 AM

Meeting on Price's Landfill Solar with Rich and Eric -- DRA office

11:00 AM - 12:30 PM

Weekly Recovery (RSFLG) Briefing with John Filippelli and CASD staff and all Divisions ; conference call number Conference number: 347-384-7287 Conference ID 5259241 -- Room 27D  
**Conference number: 347-384-7287 Conference ID 5259241**

## April 25, 2018 Continued

Wednesday

Scheduled through May 2, 2018 and adjustments will be made as necessary.

12:00 PM - 2:00 PM

ACE event - Walter to address session at 12:15 pm -- 27-A



ACE Luncheon  
Flyer 2018 final ...

1:00 PM - 4:00 PM

DRA/COS to attend Brownfields event (2:00 pm) -- Former Berkowitz Site in Newark, NJ (details below)  
Former Berkowitz Site in Newark, NJ  
<https://goo.gl/maps/WwjmHhnAZry>

Poc; Jen May

EPA Deputy RA Walter Mugdan.  
Newark Mayor Ras Baraka (tentative – will confirm).  
Newark Deputy Mayor, Director of Economic and Housing Development, Carmelo Garcia.  
NJDEP, Office of Brownfield Reuse Manager, Bill Lindner.  
Newark Councilmembers - Augusto Amador and/or John Sharpe James (invited).  
Essex County Commissioner, Joe DiVencenzo (invited)  
Attendees with no speaking role:  
EPA Chief of Staff Chris Lyon; EPA Brownfields Section Chief Terry Wesley; and EPA Brownfields Staff Jenny Tsolisos.

1 pm DRA, Chief of Staff, Terry Wesley and Jenny Tsolisos meet in ORA lobby and leave for the event.

1:45 pm Arrive at the site.

2 pm Brief introductory remarks by Walter Mugdan.

2:05 pm Brief remarks by Mayor Baraka (tentative).

2:10 pm Brief remarks by NJDEP Bill Lindner.

2:15 pm [Placeholder for Councilmember/County Commissioner remarks].

2:20 pm Tour/description of site by Newark Deputy Mayor Carmelo Garcia.

2:35 pm Media questions/photo op.

2:45 pm Event concludes. Drive back to 290 Broadway.

2:30 PM - 5:00 PM

Sal Badalamenti's Retirement - Dessert Party -- Room 27-D

Hello, all. Yes, Sal Badalamenti (or Sal B. as he likes to call himself) has retired. He will be coming back into the office for a dessert party in his honor. The party will be held in **Room 27-D** (27<sup>th</sup> floor) **on Wednesday, April 25<sup>th</sup> at 2:30 PM.**

## April 25, 2018 Continued

Wednesday

*The suggested contribution for this event is \$10.00 and is being collected by **Isabel Rodriguez** and **Sherrel Henry** (both are on the 20<sup>th</sup> Floor). Also, homemade baked goods are most welcome.*

So if you were not able to wish Sal well when he left, do come see him next week. If I have missed anyone, please forward. Thanks.

## April 26, 2018

Thursday

All Day

Take Our Child to Work Day - RA to deliver welcoming remarks -- 27-A

9:00 AM - 9:30 AM

Walter to deliver remarks at Take Your Child to Work Day session -- 27-A

Take Our Daughters And Sons To Work<sup>®</sup> Day will be held in EPA's New York City office on **Thursday, April 26, 2018 in Conference Room 27A!** This year's theme is: Environmental Awareness for Children.

9:30 AM - 10:30 AM

Daily Staff Meeting -- RA C/R - Dial in- 1-844-637-3111; 85038; then 2-123456

10:00 AM - 12:00 PM

Walter to address Region 2 Sustainable Materials Management Awards Event -- 27D

Also, request for Walter to take photographs with recipients.

RA can no longer due to PR trip.

11:00 AM - 12:00 PM

Draft Weekly Report

12:00 PM - 1:00 PM

DRA+DAA Business Operations Meeting -- EPA HQ - WJCN 3346 (OARM's Conference Room) Call-in: 202-991-0477 Conference ID: 1647356



DRA and DAA  
Business Operati...

## April 26, 2018 Continued

Thursday

1:00 PM - 2:30 PM	Lunch with Carl
2:30 PM - 3:30 PM	TAI
3:30 PM - 4:00 PM	Regional Call Follow Up -- Conference Line 866-299-3188 code 5531234
4:15 PM - 4:30 PM	Meeting with Pat E. re: personnel matter -- DRA office

## April 27, 2018

Friday

8:30 AM - 9:30 AM	Time Cards (Paul Simon)
9:00 AM - 9:15 AM	Telephone call with Rich and Don (Rich will call your conference line #2126375034) -- DRA office
10:00 AM - 12:30 PM	Prepare TAI Mailing
11:00 AM - 11:30 AM	Briefing: Options for relocation of air monitors at Quanta, Independence Harbor Development -- RA/CR - 1-202-991-0477; Conference ID: 5569798
5:00 PM - 5:05 PM	Laptop
5:45 PM - 9:15 PM	<p>Radium Girls -- 333 W 23rd St, New York, NY 10011 SVA Theater, Silas Theatre 1 333 W 23rd St, New York, NY 10011 There will be a table in the vestibule of the theater, where you can check in with our ticket coordinator, Megan, and receive your ticket. ***The theater will open at 7:30P ***You can retrieve your ticket from us anytime after 7:15P ***A panel discussion will take place directly after the screening <i>All ticket holders must be present in line at the venue no later than <u>30 minutes prior to scheduled start time</u> otherwise your seat may be forfeited to the RUSH line.</i> Emily McEvoy &lt;emily.r.mcevoy@gmail.com&gt;</p>



**April 28, 2018**

Saturday

All Day

Cleanup

**April 29, 2018**

Sunday

10:00 AM - 1:30 PM

Rich Tisch @ 11 AM

**April 30, 2018**

Monday

9:00 AM - 9:15 AM

Meeting with Rich and Pat re: personnel matter -- DRA office

9:30 AM - 10:30 AM

Daily Staff Meeting -- RA C/R (26)

10:30 AM - 12:00 PM

RA Staff Meeting

1:00 PM - 2:00 PM

Senior Managers pre-briefing for annual Indian Nation Meeting -- conference room 27-B - meet me  
conference line # 1844-637-3111; enter 85035; press 2 enter 123456

2:00 PM - 3:00 PM

HQ Weekly Conf. Call

3:00 PM - 3:30 PM

Mid Year Review with Pat Evangelista -- RA office

3:45 PM - 4:15 PM

Briefing: CWA 404 -- RA conference room

4:15 PM - 4:45 PM

Mid year review with Carmen Guerrero -- RA conference room and Karst Conference Room (via VTC)

4:45 PM - 5:00 PM

Mid Year Review - Maureen Hickey -- RA conference room

5:00 PM - 5:15 PM

Gowanus -- John's office

5:30 PM - 6:00 PM

Call Anahita -- 585-474-9119

**May 1, 2018**

Tuesday

9:30 AM - 10:30 AM

Daily Staff Meeting - Dial in: 1-844-637-3111; 5 digit conf ext 85038; 2-123456 -- RA C/R (26)

3:15 PM - 3:45 PM

See Stacey

5:00 PM - 7:30 PM

NYLS -- Brownfields event, award for Schenine M. at 4:30 -- NY Law School, 185 W. Broadway, New York, NY

4:30 PM - 7:30 PM

**Schedule of Events:**

4:30 – 6:00 PM, Registration/Open Networking & Cocktails

6:00 – 7:30 PM, Awards Ceremony

7:30 PM, After Party

**May 2, 2018**

Wednesday

10:30 AM - 11:00 AM

Daily Staff Meeting -- RA C/R (26)

11:00 AM - 12:30 PM

Weekly Recovery (RSFLG) Briefing with John Filippelli and CASD staff and all Divisions ; conference call number Conference number: 347-384-7287 Conference ID 5259241 -- Room 27D

**Conference number: 347-384-7287 Conference ID 5259241**

Scheduled through May 2, 2018 and adjustments will be made as necessary.

1:00 PM - 1:15 PM

Gowanus Canal Historic Preservation issue -- RA conference room

1:30 PM - 2:00 PM

Meeting re: Organizational Issues -- RA conference room

2:00 PM - 3:00 PM

FW: Regional Call -- Call in # 1.484.352.3221 Code: 7018421

2:00 PM - 3:00 PM

Wednesday DRA Call -- 1.484.352.3221 Code: 701-8421 PIN 62503.

4:00 PM - 4:30 PM

Grasse River briefing -- 1921

Update: Rescheduling due to some schedule conflicts

## May 2, 2018 Continued

Wednesday

Hi all –

Setting up the Grasse River briefing that was proposed during the pre-briefing Indian Nation meeting today.

Call-in #: 202-991-0477

Passcode: 5499362#

## May 3, 2018

Thursday

8:15 AM - 9:00 AM

Organization -- Rich Manna Office

9:30 AM - 10:30 AM

Daily Staff Meeting -- RA C/R (26)

11:00 AM - 12:00 PM

Draft Weekly Report

11:00 AM - 11:30 AM

Briefing: Draft National Lead Strategy -- RA conference room

12:00 PM - 1:00 PM

2018 DRA Teleconference -- Call-in: 202-991-0477 Conference ID: 1647356

**2018 Acting Deputy Regional Administrators (DRA) Teleconference**

The call-in number is 202-991-0477 & Conference ID 1647356.

Please note: The number and/or conference code may change prior to meeting. Headquarters personnel and visitors, please feel free to join in-person WJCN 3428. If the region leading the teleconference cannot attend, please call Alison Kent, 202-564-7645. Thank you.

## May 3, 2018 Continued

Thursday



DRA Agenda  
5.3.18.docx

2018 DRA Call  
Thursdays of every month.

chedule will take place the 1<sup>st</sup> and 3<sup>rd</sup>

- **May 3 Deb Thomas**
- **May 17**

12:00 PM - 1:00 PM

DRA Conf. Call

1:00 PM - 1:30 PM

Call with Vetter

2:00 PM - 2:10 PM

Mid Year Review - Maureen Hickey -- RA conference room

3:00 PM - 4:00 PM

Meeting with RA and DECA/CEPD/ORC staff regarding Puerto Rico Enforcement -- 27B - Dial in number 1-202-991-0477; Conference ID 5569798

4:00 PM - 4:45 PM

Briefing: PREPA enforcement actions -- RA C/R - Dial in: 1-202-991-0477; Conference ID: 5569798

## May 4, 2018

Friday

All Day

Flex Day

8:30 AM - 11:00 AM

New Event

12:00 PM - 12:30 PM

OLEM Award Nominations to arrive today

3:00 PM - 3:30 PM

Conference Call on AES -- Dial in: 1 (347) 384-7287; Conference ID: 5259241

5:00 PM - 5:05 PM

Laptop

**May 7, 2018**

Monday

8:30 AM - 8:30 AM

HQ COOP Day; including ER review

9:00 AM - 10:00 AM

Daily Staff Meeting -- RA C/R (26) - 1-844-637-3111: 85038; 2-123456

10:30 AM - 12:00 PM

RA Staff Meeting

11:00 AM - 12:00 PM

Senior Leader After Action Review of the 2017 Disaster Season -- Coop Site  
POC: Becky Brooks - 566-2762

Caroline Kenely - 566-2235 (scheduler)

Through this calendar invite, we are requesting remote participation from Regions 2, 4, 6 and 9 in a session that will take place during the 2018 Eagle Horizon COOP Exercise. On May 7-8, the HQ Emergency Relocation Group (which includes the Assistant Administrators) will



senior leader  
hotwash final 5....

convene at the COOP in Mt Weather for an exercise that tests the Agency's ability to continue essential operations in the event of a catastrophic disaster. As a part of this COOP exercise, we will be conducting a Senior Leader After Action review of the 2017 disaster season. We are inviting you to participate in this portion of the agenda, May 7 from 11:00-12:00, via VTC to provide the Regional perspective on the coordination between HQ and the Regions during the three hurricanes and CA wildfire responses. More information on the logistics for the VTC will be provided separately.

12:00 PM - 1:30 PM

Good Bye Party for Sandra Levy -- Room 27D

**Please note the location of the party – 27D. Also, please let us know by Monday morning if you are planning to come but have not yet RSVP'd. If you RSVP'd but haven't given your money, we will accept it at the party. See me, Leilani Davis, Phyllis Feinmark, Naomi Shapiro, or Lauren Fischer. Thank you.**

**Please join us as we wish Sandra Levy a fond farewell and thank her for her tireless representation of EPA these past 20 years.** Since the party is this Monday, we ask that you accept or decline this invitation asap so we have a sense of how many people will be coming. Please also forward this invite to anyone you think would want to join us. (Note that we will be sending an update with conference room details later this week or Monday morning.)

Lunch (pizza, salad, drinks, dessert) will be served. (Please bring your own plate, utensils, and cup – if you have them.)

We will be collecting \$15 for lunch and a gift. Please give your money to one of the following as soon as possible!

16<sup>th</sup> Floor – Phyllis Feinmark

Lauren Fischer

Stuart Keith

17<sup>th</sup> Floor – Leilani Davis

Sharon Kivowitz

We look forward to seeing everyone on Monday!

**2:00 PM - 3:00 PM**

**HQ Weekly Conf. Call**

**3:15 PM - 3:30 PM**

**Institutional Realignment -- RA conference room - 1-844-637-3111; 85038; 2-123456**

## May 7, 2018 Continued

Monday

3:45 PM - 4:15 PM

Briefing: Lead and Human Health Risk -- RA conference room - Dial in: 1-844-637-3111; 85035; 2-123456

Related to Columbia Smelting site in Brooklyn.

4:15 PM - 4:45 PM

Meeting re: Hoosick letter - Dial in: 1-844-637-3111; 85038; 2-123456 -- RA conference room

6:00 PM - 6:30 PM

GOV

## May 8, 2018

Tuesday

12:00 AM - 12:00 AM

Indian Nation Leaders Meeting -- Victor

Driving directions

To our hotel: NYS Thruway, Exit 45. NY-96 S TO 1st traffic light to County Rd. 42. Right onto Fisher Station Dr. Hotel entrance is 1/4 mile on right.

Mazeeda 340 old mill road valley cottage.

10:00 AM - 11:00 AM

Daily Staff Meeting; Dial in: 1-844-637-3111; 5 digit conf. ext 85038; participant code: 2-123456 -- RA C/R (26)

## May 9, 2018

Wednesday

All Day

Indian Nation Leaders Meeting -- Victor

Please See Above

9:30 AM - 10:30 AM

Daily Staff Meeting -- RA C/R (26)

11:00 AM - 12:30 PM

Weekly Recovery (RSFLG) Briefing with John Filippelli and CASD staff and all Divisions ; conference call number Conference number: 347-384-7287 Conference ID 5259241 -- Room 27D

**Conference number: 347-384-7287 Conference ID 5259241**

Scheduled through May 2, 2018 and adjustments will be made as necessary.

## May 9, 2018 Continued

Wednesday

2:00 PM - 3:00 PM

FW: Regional Call -- Call in # 1.484.352.3221 Code: 7018421

## May 10, 2018

Thursday

12:00 AM - 12:00 AM

Indian Nation Leaders Meeting -- Victor  
Please See Above

9:30 AM - 10:30 AM

Daily Staff Meeting -- RA C/R (26)

10:30 AM - 11:00 AM

Budget Meeting -- RA Conference Room

11:00 AM - 12:00 PM

Draft Weekly Report

12:00 PM - 1:00 PM

(Updated Agenda attached) DRA+DAA Business Operations Meeting -- EPA HQ - WJCN 3346 (OARM's Conference Room) Call-in: 202-991-0477 Conference ID: 1647356



DRA and DAA  
Business Operati...

2:00 PM - 4:00 PM

Hold: Possible Shelter in Place Drill

2:00 PM - 3:00 PM

Meeting re: Navy Grumman Land Acquisition -- RA Conference room - 1-844-637-3111; 85038; 2-123456

3:00 PM - 4:00 PM

2nd IPPC Conference Call -- DCRoomRRB31203/Ronald-Reagan-Building  
Conference Phone Number: 202-991-0477, Conference ID: 2243346



IPPC Agenda May  
10.docx



Final 3-issue  
briefing for NTC...



C\_DataPlan2-ow-o  
5.2.18c...



IPPC March 28  
draft notes.docx...



IPPC\_Qlik-Tribal  
Facilities\_Df...



**May 11, 2018**

Friday

8:30 AM - 9:30 AM

Time Cards - additional approvals: P. Simon

5:00 PM - 5:05 PM

Laptop

**May 14, 2018**

Monday

12:00 AM - 12:00 AM

Annual Leave

9:30 AM - 10:30 AM

Daily Staff Meeting -- RA C/R (26)

10:30 AM - 12:00 PM

RA Staff Meeting

2:00 PM - 3:00 PM

HQ Weekly Conf. Call

**May 15, 2018**

Tuesday

All Day

Annual Leave

Please See Above

9:30 AM - 10:30 AM

Daily Staff Meeting -- RA C/R (26)

1:00 PM - 2:00 PM

PFAS Coordinating Committee Meeting - Agenda to follow. -- 2123 EPA East - Peter Grevatt's conference line - 202-991-0477 - Conference ID: 8315535

[Agenda](#)

PFAS National Leadership Summit

PFAS Community Engagements

Next steps on EPA PFAS tool development



Agenda PFAS  
National Leader...

**May 16, 2018**

Wednesday

All Day

Annual Leave

Please See Above

9:30 AM - 10:30 AM

Daily Staff Meeting -- RA C/R (26)

11:00 AM - 12:30 PM

Weekly Recovery (RSFLG) Briefing with John Filippelli and CASD staff and all Divisions ; conference call number Conference number: 347-384-7287 Conference ID 5259241 -- Room 27D  
**Conference number: 347-384-7287 Conference ID 5259241**

Scheduled through May 2, 2018 and adjustments will be made as necessary.

2:00 PM - 3:00 PM

Canceled: Regional Call -- Call in # 1.484.352.3221 Code: 7018421

**May 17, 2018**

Thursday

All Day

Annual Leave

Please See Above

9:30 AM - 10:30 AM

Daily Staff Meeting -- RA C/R (26)

11:00 AM - 12:00 PM

Draft Weekly Report

12:00 PM - 1:00 PM

(Updated Agenda attached) 2018 DRA Teleconference -- Call-in: 202-991-0477 Conference ID: 1647356  
**2018 Acting Deputy Regional Administrators (DRA) Teleconference**

The call-in number is 202-991-0477 & Conference ID 1647356.

Please note: The number and/or conference code may change prior to meeting. Headquarters personnel and visitors, please feel free to join in-person WJCN 3426-C. If the region leading the teleconference cannot attend, please call Alison Kent, 202-564-7645. Thank you.

## May 17, 2018 Continued

Thursday



DRA Agenda  
5.17.18.docx

2018 DRA Cal  
Thursdays of every month.

Schedule will take place the 1<sup>st</sup> and 3<sup>rd</sup>

- **May 17 Michelle Pirzadeh**

## May 18, 2018

Friday

12:00 AM - 12:00 AM

Annual Leave

Please See Above

All Day

Flex Day

5:00 PM - 5:05 PM

Laptop

## May 21, 2018

Monday

All Day

Maureen on Annual Leave thru May 29th

8:45 AM - 10:15 AM

Tour of Quanta Site -- Gymnasium at the Edgewater Community Center, 1167 River Road, Edgewater, NJ 07020

10:30 AM - 12:00 PM

RA Staff Meeting

11:00 AM - 11:30 AM

Briefing on 11:45 a.m. meeting with EPA, Federal Transit Administration and Federal Highway Administration re: common goals and coordination -- 27B

11:45 AM - 12:45 PM

Meeting with EPA, Federal Transit Administration and Federal Highway Administration re: common goals and coordination -- Environmental Protection Agency, 290 Broadway (between Duane and Reade Streets) 27th floor, Room 27B

2:00 PM - 3:00 PM

HQ Weekly Conf. Call

4:00 PM - 4:15 PM

Walter Mugdan to meet with Sabina re: Lean Management System (ELMS) -- DRA office

## May 21, 2018 Continued

Monday

4:15 PM - 5:15 PM	Quanta pre-brief - Dial in number: 1-844-637-3111; 85038; 2-1234546 -- RA conference room
5:00 PM - 6:00 PM	Westmoreland Meeting at 8 pm
5:00 PM - 5:30 PM	Gowanus MOA -- DRA Office

## May 22, 2018

Tuesday

8:00 AM - 8:30 AM	Meeting re: General Issues -- RA conference room
8:30 AM - 9:00 AM	Gowanus Canal Cleanup - Dial in: 1-844-637-3111; 85038; 2-123456 -- RA conference room
9:00 AM - 9:30 AM	Briefing to prepare for Environmental Justice and Community Revitalization Council (EJCRC) Meeting -- RA Conference Room
9:30 AM - 10:30 AM	Daily Staff Meeting -- RA C/R (26)
10:30 AM - 11:00 AM	Meeting with Mayor Angel "Luigi" Torres of Yauco, PR re: Solid Waste -- RA conference room - Dial in: 1-844-637-3111; 85038; 2-123456
11:00 AM - 11:30 AM	DRA to meet with Sabina re: Lean Management -- DRA office
11:30 AM - 12:00 PM	RA to meet with Steven Fine, Acting AA for OEI -- RA office
12:00 PM - 1:00 PM	ELN Q&A with the RA -- 27D, Edison VTC in 205B Join ELN for a professional development Q&A with our RA Pete Lopez! Add any questions you would like to ask <a href="#">to the list on Sharepoint</a> .

Tuesday May 22 from 12-1pm in 27D in NYC or 205B in Edison (via

VTC).

Contact [Juan Gutierrez](#) with any questions.

1:00 PM - 3:00 PM


Monthly Business Review Meeting; Dial in: Conference number: 347-384-7287 Conference ID 5259241 -- NY - 27D; Puerto Rico - Karst conference room and NJ - DESA Director Conference Room -- videoconference and VTC set up

### **R2's May's Business Review Agenda**

- I. Opening Remarks (Pete Lopez)**
- II. NJDEP Process Improvement Team Report Out**

- 303d/Integrated Report

### **III. Report-Out of Bowling Chart Measures Data and Follow-up Actions Needed (Lead Divisions)**

- |            |   |
|------------|---|
| a. 1. ORC  | 6. ERRD   |
| b. 2. OPM  | 7. DESA   |
| c. 3. DECA | 8. PAD  |
| d. 4. CASD | 9. CEPD   |
|            |  |
|            | EPA_NJDEP 303D  |
|            | LeanEventFinal5...  |
| e. 5. CWD  | 10. ORA   |

### **IV. Development of Local Measures - Open Discussion**

A few Regions have developed local measures to track which represent actions that are most relevant to them. See the below link for examples.

### **V. ELMS Deployment Readiness Assessment → Path Forward for Responding (Rich Manna)**

There are specific topics from the Headquarters ELMS Deployment Readiness Assessment that we need feedback and information on from SLT including Leader Standard Work, champion trainer selections, and determining work units that will be participating in the OCI in-house deployment training. A brief presentation will be provided walking the SLT through the various components of this assessment.

### **VI. Next Steps – ELMS Roadshow (Rich Manna)**

An email was sent to the Deputies and the ELMS Divisional Coordinators on 5/15/2018 requesting to setup time to meet with the divisional management group in order to provide a brief overview of the deployment

## May 22, 2018 Continued

Tuesday

f EPA's Lean Management System (ELMS). Lee Ramadhim will be working with your administrative assistants to coordinate and schedule these meetings.

### Resources and Attachments:

- [Link to R2's Bowling Chart](#)
- [Example of Local Measures from Other Regions](#)
- [Readiness Assessment Request](#)
- [Readiness Assessment Template](#)

*If you have any issues accessing the resources and attachments, please contact Kevin Hurley.*

## May 23, 2018

Wednesday

8:00 AM - 8:00 AM

Reminder: PPlus early submission - attest/submit today

8:30 AM - 12:00 PM

Travel with RA for the American Cyanamid Tour and Press Event -- Bridgewater, NJ

Poc: Jen May or Dave Kluesner

10:00 am Tour Site



AGENDA -  
American Cyana...

11:00 am Press Event

8:30 AM - 10:00 AM

Travel to American Cyanamid Press event -- Bridgewater, NJ

10:00 AM - 12:00 PM

Press Event and Tour - American Cyanamid -- Bridgewater, NJ

10-11 – Tour of site

11-12 – Press event

## May 23, 2018 Continued

Wednesday

11-12 – Press event



AGENDA -  
American Cynana

11:00 AM - 12:30 PM

Weekly Recovery (RSFLG) Briefing with John Filippelli and CASD staff and all Divisions ; conference call number Conference number: 347-384-7287 Conference ID 5259241 -- Room 27D  
**Conference number: 347-384-7287 Conference ID 5259241**

Scheduled through May 2, 2018 and adjustments will be made as necessary.

12:00 PM - 1:30 PM

Travel to New York Regional Office

2:15 PM - 2:30 PM

general issues -- Rich Manna to visit Walter Mugdan office

4:30 PM - 5:00 PM

RA to have meeting re: Litigation Hold Notice re: NYCHA -- RA conference room

## May 24, 2018

Thursday

8:00 AM - 8:00 AM

Reminder: early approvals in PPlus before 3:00 pm today  
All managers and supervisors with time approval responsibilities must complete their approvals of submitted time cards by 3 PM Thursday, May 24, 2018.

8:30 AM - 9:00 AM

LSA Follow up -- RA conference room

9:00 AM - 9:30 AM

Travel to SIMs Recycling Facility -- 472 2nd Avenue, Brooklyn, NY

10:00 AM - 12:00 PM

SIMS Recycling Facility Tour -- 472 2nd Avenue, Brooklyn, NY

## May 24, 2018 Continued

Thursday

11:00 AM - 12:00 PM

Draft Weekly Report

12:00 PM - 1:00 PM

DRA+DAA Business Operations Meeting -- EPA HQ - WJCN 3346 (OARM's Conference Room) Call-in: 202-991-0477 Conference ID: 1647356

-Updated agenda to allow more time for introductions with DA. – 5/23/18

-Updated agenda and added OCFO and OW materials (Attachments A & B) – 5/23/18

-Added agenda and OHR materials (Attachments 1-4) – 5/22/18



Att A - National  
Program Guida...



Att B - Approach  
for Developme...



Att 1 -  
ESPYR-Brochure...



Att 2 - EAP  
Coordinators.do...



Att 3 - TAT and  
Preventing Vio...



Att 4 - PVIWP  
Contacts.docx



DRA and DAA  
Business Operati...

1:30 PM - 2:00 PM

Briefing: Chesapeake Bay Letter -- RA conference room

3:00 PM - 3:30 PM

Conference call re: Saratoga County NOV -- RA conference room/Dial in: 1-202-991-0477; conference ID 5569798

3:30 PM - 4:00 PM

Daily Staff Meeting -- RA C/R (26)

## May 25, 2018

Friday

8:30 AM - 9:30 AM

Time Cards

11:00 AM - 11:30 AM

Call Kristin -- final WeatherTech count

3:00 PM - 3:30 PM

Call Boulder Bike

5:00 PM - 5:05 PM

Laptop



**May 28, 2018**

Monday

All Day

**Memorial Day Holiday**

All Day

**Final WeatherTech Guarantee # Due -- Via Email**

Walter,

I will need your final guarantee number for the WeatherTech picnic on this date so thought I would send an Outlook reminder.

Thanks!

*Kristine*

**Kristine Grosland**

Conference Coordinator

CU Conference Services

University of Colorado Boulder

Boulder, Colorado 80309

T 303 492 3366

F 303 492 5959

[Website](#) | [Facebook](#)



image001.png

**May 29, 2018**

Tuesday

All Day

**Final WeatherTech Guarantee # Due -- Via Email**

**Please See Above**

9:30 AM - 10:30 AM

**Daily Staff Meeting -- RA C/R (26)**

10:30 AM - 12:00 PM

**RA Staff Meeting**

11:30 AM - 12:00 PM

**Pre-brief for Congresswoman Velasquez meeting on May 30: Wolff-Alport NPL site -- RA Conference room - Dial in: 1-202-991-0477; conference code: 5569798**

1:00 PM - 1:30 PM

**Conference call with Senator Schumer's office re: Niagara RAD sites -- RA Conference Room - Dial in 1-202-991-0477; Conference ID 5569798**

May 29, 2018 Continued

Tuesday

3:15 PM - 4:30 PM

Environmental Justice and Community Revitalization Council (EJCRC) -- WJCN5530 and VTC;  
202-991-0477, code 2982106

Apologies everyone – we will be in WJCN 5530 after all. We will have someone posted at the other location to redirect lost traffic.

Colleagues,

As stated in [our February 23<sup>rd</sup> memo](#), EPA is launching a new Environmental Justice and Community Revitalization Council (EJCRC).



Environmental  
Justice and Lead...

OP AA Brittany Bolen will convene our first meeting of this council on May 29, 2018. I ask that Assistant and Regional Administrators participate in this initial meeting, along with program staff from your organizations involved in EJ and community-based work. One of the first items we will discuss at this meeting will be the council's permanent membership and expectations for future meeting frequency.

-

The EJCRC will function as the Agency's central decision-making body for determining environmental justice and community-driven strategic priorities and guiding their implementation. The EJCRC will support the Administrator's goals of cooperative federalism and public participation in solving environmental challenges through locally led, community-driven solutions. The EJCRC will also support vulnerable communities in their efforts to grow, revitalize, and thrive by leading the integration and better alignment of the Agency's EJ and community efforts across our programs and activities. We would like to use this meeting to begin a conversation with EPA senior leadership on the most immediate priorities for these programs, which include their involvement with the lead initiative, working with states and meeting communities at their needs.

Attached please find a draft agenda for this meeting. Should you have any questions or need any assistance in preparation for this meeting, please contact Alyssa Edwards ([Edwards.alyssa@epa.gov](mailto:Edwards.alyssa@epa.gov), 202-564-0473).



States

Cooperative Fed...



Community-Driver

Approach 2-Pa...



EPA EJ Memo

02.23.2018.pdf



EJCRC May 29

Agenda.pdf

## May 29, 2018 Continued

Tuesday

## May 30, 2018

Wednesday

7:45 AM - 8:30 AM

COOP Briefing -- RA Conference Room

8:45 AM - 9:30 AM

Briefing: FAD and LI Nitrogen Strategy -- RA Conference Room - dial in: 1-844-637-3111; 85038; 2-123456

9:30 AM - 10:30 AM

Daily Staff Meeting -- RA C/R (26)

10:30 AM - 11:00 AM

Briefing: Onondaga Lake NPL site/Waste Bed B/Harborbrook -- RA conference room



WBBHB -RA One  
Pager Fact Sheet...

1:30 PM - 3:00 PM

Weekly Recovery (RSFLG) Briefing with John Filippelli and CASD staff and all Divisions ; conference call number Conference number: 347-384-7287 Conference ID 5259241 -- Room 27B - Karst Conference Room

2:00 PM - 3:00 PM

FW: Regional Call -- Call in # 1.484.352.3221 Code: 7018421

-----Original Appointment-----

**From:** Rodrigues, Cecil

**Sent:** Friday, March 10, 2017 11:00 AM

**To:** Rodrigues, Cecil; Chu, Ed; Coleman, Sam; Heard, Anne; Kaplan, Robert; McCabe, Catherine; Pirzadeh, Michelle; Strauss, Alexis; Szaro, Deb; Thomas, Deb; Opalski, Dan; Gray, David

**Cc:** Newton, Cheryl; Bohan, Suzanne; Tyson, Linda; Correa, Laura

**Subject:** Regional Call

**When:** Occurs every Wednesday effective 10/4/2017 until 8/1/2018 from 2:00 PM to 3:00 PM (UTC-05:00) Eastern Time (US & Canada).

**Where:** Call in # 1.484.352.3221 Code: 7018421

## May 30, 2018 Continued

Wednesday

3:00 PM - 3:45 PM

Overview of ORD's Regional Science Program -- RA Conference Room - Travis Cromwell will connect DESA Director Conference Room and RA Conference Room via VTC

4:00 PM - 5:00 PM

RA Pete Lopez to meet with Rocco Iossa of Chiesa Shahinian & Giantomasi and Associates -- Environmental Protection Agency, 290 Broadway (between Duane and Reade Streets), 26th floor, Regional Administrator Conference Room

Attendees (from) Passaic Valley Sewerage Commission:

Greg Tramontozzi- Executive Director

Bridget McKenna - Head of Operations

Sheldon Lipke - Consultant (former Head of Operations)

Mike Witt – Outside Counsel

## May 31, 2018

Thursday

8:45 AM - 9:30 AM

Briefing: Hudson River - dial in: 1-844-637-3111; 85038; 2-123456 -- RA Conference Room

9:30 AM - 10:30 AM

Daily Staff Meeting -- RA C/R (26)

11:00 AM - 12:00 PM

Draft Weekly Report

12:00 PM - 1:00 PM

Conference call with Nassau County Supervisor on Dewey Loeffel -- RA conference room; Dial in: 1-844-637-3111; 5 digit extension: 84384; 2-123456

1:30 PM - 3:00 PM

Meeting with Commissioner Basil Seggos and NYSDEC senior staff -- 27B - Dial in: 1-844-637-3111; 85038; 2-123456

**NYSDEC**

Basil Seggos, Commissioner

Julie Tighe, Chief of Staff

Ken Lynch, Executive Deputy Commissioner

## May 31, 2018 Continued

Thursday

Tom Berkman, Deputy Commissioner & General Counsel

4:00 PM - 5:00 PM

Meeting with John Fehrenbach and associates re: Puerto Rico Waste - PR Landfill Capacity -- EPA - 290 Broadway (between Duane and Reade Streets) 26th Floor, Regional Administrator Conference Room - dial in: 1-844-637-3111; 85038; 2-123456

## June 1, 2018

Friday

All Day

Flex Day

8:30 AM - 9:00 AM

Walter to speak with OPM  
Call in 1-844-637-3111

Conference code : 84135

Pin: 123456

Don will open line

9:00 AM - 9:10 AM

Meeting with Pat re: general -- DRA office

9:30 AM - 9:45 AM

Count for 6/5 Meet&Greet

12:30 PM - 2:00 PM

Lunch with Marty Baker

2:30 PM - 3:00 PM

Follow Up from Regional Call -- Conference Line 866-299-3188 Code 5531234  
I would like to give you all a quick update on one of my follow up items from this week's regional call

2:45 PM - 4:45 PM

Meet with EPA R2 staff on PFAS Call in 202-991-0477 passcode 5569798 -- R2 Offices - Ted Weiss  
Federal bldg, 290 Broadway, New York NY 10007  
Pete,

Could you arrange a briefing for me at your offices for an hour or so on your PFAS efforts Husick Falls and in New Jersey?

## June 1, 2018 Continued

Friday

Thanks,

Lee

5:00 PM - 5:05 PM

Laptop

## June 4, 2018

Monday

9:00 AM - 9:30 AM

Briefing: Gowanus -- RA conference room - Dial in number: 1-202-991-0477; Conference ID: 5569798

9:30 AM - 10:30 AM

Daily Staff Meeting -- RA C/R (26)

12:00 PM - 12:45 PM

Briefing: Hoosick Falls -- 27B - Dial in number: 1-202-991-0477; Conference ID: 5569798

1:00 PM - 1:45 PM

Briefing: Quanta -- RA Conference Room - Dial in number: 1-202-991-0477; Conference ID: 5569798  
Hello all, I am switching the room to the RA conference room. Thank you, Beth

2:00 PM - 3:00 PM

HQ Weekly Conf. Call

3:00 PM - 3:45 PM

Briefing: Dewey Loeffel -- RA conference room - Dial in number: 1-202-991-0477; Conference ID: 5569798

4:00 PM - 4:30 PM

HQ conference call on PFOS with Pat and Mary -- RA Conference room

## June 5, 2018

Tuesday

9:00 AM - 10:00 AM

26th Floor - New Neighbors Meet-and-Greet -- 27D

As folks are starting to settle into new cubicles on the 26<sup>th</sup> floor, and meeting new neighbors, this is a good time to make some introductions and get better acquainted. Please join your 26<sup>th</sup> floor colleagues for an informal meet-and-greet, facilitated by Shereen Kandil and Melissa Dimas, in Room 27D. (I know – that seems inconsistent with the idea of a 26<sup>th</sup> floor gathering, but there's not enough room on the 26<sup>th</sup> floor....)

**June 5, 2018 Continued**

Tuesday

11:00 AM - 11:45 AM

Regional Counsel Offices, Call-in Number: 1 866-299-3188, Code: 202-564-2440 -- 3204 WJC-South  
**Note: If you would like to join this meeting via VTC please forward your VTC information to Shanita Loving ASAP!**

**“Deputy Regional Administrators” ONLY!**

1:00 PM - 2:00 PM

**FW: PRICE Landfill - J&A Discussion -- 347 384 7287, CODE 2233775**  
Walter, Justin and I can head to your office at 1 pm.

Fernando

-----Original Appointment-----

**From:** Rosado, Fernando

**Sent:** Thursday, May 31, 2018 7:30 AM

**To:** Rosado, Fernando; Kincaid, Andrea L CIV DLA ENERGY (US);  
Ralph, Cynthia G CIV DLA ENERGY (US); Gottesman, Justin CIV  
USARMY CENAD (US); Mugdan, Walter

**Cc:** McEnery, Courtney

**Subject:** PRICE Landfill - J&A Discussion

**When:** Tuesday, June 5, 2018 1:00 PM-2:00 PM (UTC-05:00) Eastern  
Time (US & Canada).

**Where:** 347 384 7287, CODE 2233775

Cindy/Andrea:

Walter Mugdan would like to have a discussion with DLA regarding the  
“J&A” status for the Price Pit Landfill. However, the only available day  
that works for Walter is next Tuesday, June 5, 2018.

## June 5, 2018 Continued

Tuesday

Can we have a conference call at 1 pm? If not, 3 pm seems to work too.

Lets confirm on Monday.

Thanks, Fernando

2:00 PM - 2:30 PM

Meeting with Pat and Sabina re: Lean Management follow-up -- DRA office

3:00 PM - 3:30 PM

Call Dan Ryan, NJDEP

## June 6, 2018

Wednesday

8:00 AM - 8:30 AM

pre-FTE meeting -- RA conference room

8:30 AM - 9:15 AM

Meeting re: FTE's -- Dial in number: 202-991-0477; Conference ID: 5569798 -- via VTC -- in NY room 1940 - in NJ - DESA Director Conference Room - in PR - Karst Conference Room

10:00 AM - 11:00 AM

RA Lopez to meet with Tania Vazquez, President of Environmental Quality Board -- Environmental Protection Agency - 290 Broadway, New York, NY 10007, 26th Floor, Regional Administrator Conference Room  
Dial in number: 1-844-637-3111; code: 85038; 2-123456

10:30 AM - 4:30 PM

ABA/Columbia program - Depart at 10:30 -- Columbia Law School, Jerome Greene Hall Room 104, 435 West 116th St.  
#1 train to 116th Street. FOR MORE INFORMATION: Kemi Adetayo, aadetayo@law.columbia.edu

3:30 PM - 4:30 PM

Daily Staff Meeting -- RA C/R (26) - Dial in: 1-844-637-3111; code 85038; then 2-123456

4:00 PM - 4:00 PM

Call Republic Cycles -- 303-413-0228  
Reservation 6/10-14 (4 days) made 5/1/18 with Lucas; mt bike or road bike w/ wider tires. \$300 for the stretch.



**June 7, 2018**

Thursday

8:30 AM - 10:00 AM

Weekly Recovery (RSFLG) Briefing with John Filippelli and CASD staff and all Divisions ; We will videoconference in DESA Director Conference Room and Karst Conference Room for this meeting. Conference number: 347-384-7287 Conference ID 5259241 -- Room 1940

10:30 AM - 5:00 PM

Deputy Administrator Andrew Wheeler to visit Region 2 + Michael Molina & Dawn Henry (VIDPNR)  
Poc: Chad Nitsch

10:30 AM - 11:00 AM

Deputy Administrator Wheeler to meet with RA Pete Lopez, Acting DRA Walter Mugdan, COS Chris Lyon and Special Assistants Slawomir Kopec and Mazeeda Khan -- RA Office

11:00 AM - 12:15 PM

Reminder: All Employees Meeting -- please see attached note

On Thursday, June 7, our Region has the pleasure of hosting EPA's newly appointed Deputy Administrator Andrew Wheeler, and the US Virgin Islands Department of Planning and Natural Resources Commissioner, Dawn Henry. Please join me and the Senior Leadership Team in New York, in conference room 27A from 11:00 am to 12:15 pm to welcome our guests to the region, in an All Employees meeting with them.

For our colleagues in Edison and Puerto Rico, please join me from conference rooms RRC 111 & RRC 113 in New Jersey, and from the Rainforest conference room in Puerto Rico. Our guests will address the staff, followed up by an open discussion with all attendees. A teleconference line is available for those who wish to call-in.

Conference line # 1-347-384-7287

Conference ID # 5259241

Deputy Administrator Wheeler started his career at the Environmental Protection Agency as a Special Assistant in the Pollution Prevention and Toxics office, where he received three bronze medals. Mr. Wheeler has spent his entire career working in environmental policy. In addition to spending four years at EPA's Office of Pollution Prevention and Toxics during the George H. W. Bush and Bill Clinton administrations, he also spent many years on Capitol Hill. After serving as general counsel to U.S. Senator James Inhofe, he worked as staff director and chief counsel for two Senate Committees with vital roles in protecting human health and the environment: the U.S. Senate Committee on Environment and Public Works (EPW) and the U.S. Senate Subcommittee for Clean Air Wetlands and Nuclear Safety.

## June 7, 2018 Continued

Thursday

I encourage all staff to attend and look forward to your participation on June 7th.

Light refreshments will be available. Please bring your own cups and plates.

Thank you.

Sincerely,

Peter D. Lopez

Regional Administrator

11:00 AM - 12:00 PM

Draft Weekly Report

12:15 PM - 1:15 PM

Senior Leadership Meeting (working lunch) -- Room 27B/via VTC with CEPD Karst Conference Room and DESA Director Conference Room

5:00 PM - 5:05 PM

Laptop

## June 8, 2018

Friday

All Day

Alternate Flex day (instead of 6/1)

All Day

Travel for TAI

**June 8, 2018 Continued**

Friday

8:00 AM - 8:30 AM

United #744, 9:29 AM - 11:43 AM

8:30 AM - 9:30 AM

Time Cards

**June 10, 2018**

Sunday

12:00 AM - 12:00 AM

Trial Advocacy Course

11:00 AM - 11:30 AM

Best Western Boulder Inn -- 600663 6835600604

12:00 PM - 12:30 PM

Republic Cycles -- 303-413-0228

Reservation 6/10-14 (4 days) made 5/1/18 with Lucas; Mt bike or road bike w/ wider tires. \$300 for the stretch.

1:30 PM - 2:30 PM

Meet with Kristine Grosland at 1:40 PM

Erin

**June 11, 2018**

Monday

All Day

Trial Advocacy Course

Please See Above

All Day

RAs Meeting

10:30 AM - 12:00 PM

RA Staff Meeting

2:00 PM - 3:00 PM

HQ Weekly Conf. Call

**June 12, 2018**

Tuesday

All Day

Trial Advocacy Course

Please See Above

**June 13, 2018**

Wednesday

All Day

Trial Advocacy Course

Please See Above

9:30 AM - 10:30 AM

POSTPONED for today -- Daily Staff Meeting -- RA/CR - RA will dial in 1-844-637-3111; code: 85038; then 2-123456

Good morning all,

**June 13, 2018 Continued**

Wednesday

We are postponing this morning's daily staff meeting. I will update you later this morning with a rescheduled time, to be determined.

Many thanks for your understanding.

Maureen

2:00 PM - 3:00 PM

**FW: Regional Call -- Call in # 1.484.352.3221 Code: 7018421**

-----Original Appointment-----

**From:** Rodrigues, Cecil

**Sent:** Friday, March 10, 2017 11:00 AM

**To:** Rodrigues, Cecil; Chu, Ed; Coleman, Sam; Heard, Anne; Kaplan, Robert; McCabe, Catherine; Pirzadeh, Michelle; Strauss, Alexis; Szaro, Deb; Thomas, Deb; Opalski, Dan; Gray, David

**Cc:** Newton, Cheryl; Bohan, Suzanne; Tyson, Linda; Correa, Laura

**Subject:** Regional Call

**When:** Occurs every Wednesday effective 10/4/2017 until 8/1/2018 from 2:00 PM to 3:00 PM (UTC-05:00) Eastern Time (US & Canada).

**Where:** Call in # 1.484.352.3221 Code: 7018421

**June 14, 2018**

Thursday

All Day

**Trial Advocacy Course**

**Please See Above**

10:30 AM - 11:30 AM

**Weekly Puerto Rico SRF conference call with Region 2 and HQ -- Region 2 in 1621 - Call in # 1-347-384-7287; Conference ID- 2318433**

11:00 AM - 12:00 PM

**Draft Weekly Report**

12:15 PM - 1:30 PM

**CLE Reminder & Course Material for Today at 12:15: Pesticide Misuse in the Caribbean: Terminix & Other Civil/Criminal Cases -- R2NY-Rm-2728D-40p.VTC.OPM-FAMB/R2-NY**  
Course Material for today's program is attached. You can also find it in the [CLE Course Material document library](#) on our ORC SharePoint site.

<https://usepa.sharepoint.com/sites/R2/ORC/CLE%20Course%20Materials/Forms/AllItems.aspx>

Click either of the above links/url for you to access the “ORC Share Point



Methyl Bromide  
Enforcement Ca...

Site.” Please bookmark these URLs, or add the site to your list of followed SharePoint sites by clicking the “follow” button in the gray ribbon in the upper right-hand corner of the site.

**UNITED STATES ENVIRONMENTAL PROTECTION AGENCY, REGION 2, OFFICE OF REGIONAL COUNSEL, AN ACCREDITED PROVIDER OF CLE IN NEW YORK STATE**

**Title:** Pesticide Misuse in the Caribbean: the Terminix Criminal Case and Other Criminal & Civil Enforcement Cases

**Course Description:** This program will provide an overview of EPA's comprehensive civil and criminal enforcement investigations of the purchase, use and distribution of methyl bromide-containing restricted used pesticides in Puerto Rico and the U.S. Virgin Islands following a very serious pesticide poisoning incident in the USVI in March 2015. The program will discuss the criminal cases (including Terminix) relating to the application of methyl bromide at the Sirenusa condominium complex under the federal pesticide statute, the Federal Insecticide Fungicide and Rodenticide Act (FIFRA). We will also be discussing several civil enforcement cases against a distributor, exporter and pest control applicators under both FIFRA and the Clean Air Act.

**Speakers:**

Patricia Hick, Associate Regional Counsel for Criminal Enforcement

Bruce Aber, Assistant Regional Counsel, USEPA, Region 2, Office of Regional Counsel

**Date:** June 14, 2018

**June 14, 2018 Continued**

Thursday

**Time:** 12:15 p.m. to 1:30 p.m. (possibly to 1:45 p.m.)

**Place:** Conference Room D on the 27<sup>th</sup> floor of 290 Broadway

**CLE Credits:** 1.5 credits in the Areas of Professional Practice category

**Audience:** In-House Only (USEPA, Region 2 Office of Regional Counsel (ORC) Attorneys, EPA Summer law office interns, and interested EPA program staff).

**Call-In Number:** 347-384-7287  
Conference Id: 7217651

**Locations:**

NY: Conference Room 27-D

NJ: Building 205, Conference Room 5108

PR: Adobe Connect

The presentation will be shared via [Adobe Connect](#). (If this link does not work, please use the link provided by Danla Boykin in her email announcement).

**3:30 PM - 4:00 PM**

**FW: Rescheduled time: Briefing: Northport CD -- RA C/R -- Conference call dial in: 1-202-991-0477; Conference ID: 5569798**

**Per phone call from Maureen she said to standby on this meeting w/Peter he might be able call-in depending on where he will be or reschedule for next week sometime on Monday?**

-----Original Appointment-----

**From:** Lopez, Peter

**June 14, 2018 Continued**

Thursday

**Sent:** Saturday, June 9, 2018 9:40 PM**To:** Lopez, Peter; LaPosta, Dore; McKenna, Douglas; Anderson, Kate; Murphy, Kara; Modigliani, Justine; Lyon, Christopher; Kopec, Slawomir; Khan, Mazeeda; Mugdan, Walter**Cc:** Feinmark, Phyllis; Mann, Katherine; Schaaf, Eric**Subject:** Rescheduled time: Briefing: Northport CD**When:** Thursday, June 14, 2018 3:30 PM-4:00 PM (UTC-05:00) Eastern Time (US & Canada).**Where:** RA C/R -- Conference call dial in: 1-202-991-0477; Conference ID: 5569798**Importance:** High

Update: Rescheduled for Thursday, 6/14 at 3:30 pm.

Many thanks for your understanding.

**June 15, 2018**

Friday

12:00 AM - 12:00 AM

Trial Advocacy Course

Please See Above

All Day

Flex Day

9:00 AM - 10:00 AM

Briefing: NYC Watershed Land Acquisition Program/FAD briefing -- RA C/R - 1-844-637-3111; code: 85038; then, 2-123456

5:00 PM - 5:05 PM

Laptop

**June 17, 2018**

Sunday

1:00 PM - 1:30 PM

United #406, 3:48-9:29

**June 18, 2018**

Monday

9:30 AM - 10:30 AM

Daily Staff Meeting -- RA C/R (26)


## June 18, 2018 Continued

Monday

10:30 AM - 12:00 PM	RA Staff Meeting
1:00 PM - 2:00 PM	Speak to Theresa Sowers
2:00 PM - 3:00 PM	HQ Weekly Conf. Call

## June 19, 2018

Tuesday

8:15 AM - 8:30 AM	Meeting to discuss Awards Ceremony -- RA C/R meet me conference line 1844-637-3111; enter 85038 press 2 enter 123456
8:15 AM - 8:15 AM	Charge Radio
9:00 AM - 11:30 AM	COOP Exercise -- in NY - Room 27B; in NJ - DESA Director Conference Room; in PR - Rainforest room
12:45 PM - 1:30 PM	Daily Staff Meeting -- RA C/R (26)
1:30 PM - 2:00 PM	Briefing: Newtown Creek -- RA conference room
2:00 PM - 3:00 PM	EPA Region 2 meeting with Commissioner Vincent Sapienza, NYCDEP & staff re: Newtown Creek S/F Site and NYC Filtration Avoidance Determination (FAD) -- 290 Broadway, (between Duane and Reade Streets) Room 27B - dial in # below Conference Dial in #202-991-0477; ID: 5569798
3:00 PM - 5:00 PM	Quarterly Performance Review -- Alm Room / Regions by Video Conference <b>Note: Time changed from Henry's email due to western time zones.</b>  2018 05 29 QPR Draft Agenda.do...

## June 20, 2018

Wednesday

8:00 AM - 8:30 AM	Meeting with Mary regarding request from Cong. Velazquez' office regarding Wolff Alport -- RA office - Dial in: 1-844-637-3111; Conference ID: 85038; then 2-123456
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## June 20, 2018 Continued

Wednesday

10:00 AM - 4:00 PM

Employee Recognition Day (ceremony will begin at 11:30 am) -- Edison, NJ

10:00 AM - 11:00 AM

Travel to Edison

2:00 PM - 3:00 PM

FW: Regional Call -- Call in # 1.484.352.3221 Code: 7018421

-----Original Appointment-----

**From:** Rodrigues, Cecil

**Sent:** Friday, March 10, 2017 11:00 AM

**To:** Rodrigues, Cecil; Chu, Ed; Coleman, Sam; Heard, Anne; Kaplan, Robert; McCabe, Catherine; Pirzadeh, Michelle; Strauss, Alexis; Szaro, Deb; Thomas, Deb; Opalski, Dan; Gray, David

**Cc:** Newton, Cheryl; Bohan, Suzanne; Tyson, Linda; Correa, Laura

**Subject:** Regional Call

**When:** Occurs every Wednesday effective 10/4/2017 until 8/1/2018 from 2:00 PM to 3:00 PM (UTC-05:00) Eastern Time (US & Canada).

**Where:** Call in # 1.484.352.3221 Code: 7018421

## June 21, 2018

Thursday

9:00 AM - 9:30 AM

Briefing: Love Canal -- RA conference room - 1-844-637-3111; Conf ID 85038; then 2-123456

9:30 AM - 10:30 AM

Daily Staff Meeting -- RA C/R (26)

10:00 AM - 11:00 AM

Hold for 290 event

poc: Steve Sarnecky

11:00 AM - 12:00 PM

Draft Weekly Report

12:00 PM - 1:00 PM

(Agenda and one attachment) 2018 DRA Teleconference -- Call-in: 202-991-0477 Conference ID: 1647356

**2018 Acting Deputy Regional Administrators (DRA) Teleconference**

The call-in number is 202-991-0477 & Conference ID 1647356.

Headquarters personnel and visitors, please feel free to join in-person WJCN 3426-C. If the region leading the teleconference cannot attend, please call Alison Kent, 202-564-7645. Thank you.

**2018 DRA Call Schedule will take place the 1st and 3rd Thursdays of every month.**



DRA Agenda  
6.21.18 final.docx

Lea :

June 21 Deb Jordan (R9)



DRA OAR Report  
6-21-2018.pdf

**2:00 PM - 2:30 PM**

**Daily Staff Meeting -- RA C/R (26)**

Hi all,

We are rescheduling the daily staff meeting for 2 p.m. For some reason scheduling assistant is not populating your schedules for me. I hope this works. Will follow up with phone calls. Thanks.

Sincerely,

Beth

## June 21, 2018 Continued

Thursday

2:30 PM - 3:00 PM

Briefing re: Veolia -- RA conference room - via VTC with CEPD - Karst Conference Room - Dial in: 1-202-991-0477; Conference ID: 5569798



Proposal.docx

3:00 PM - 4:30 PM

Weekly Recovery Briefing with John Filippelli and CASD staff and all Divisions ; conference call number  
Conference number: 347-384-7287 Conference ID: 5259241 --  
R2NY-Rm-2734B-25p.VTC.OPM-FAMB/R2-NY - via VTC with Karst Conference Room in CEPD

## June 22, 2018

Friday

8:30 AM - 9:30 AM

Time Cards

8:30 AM - 8:30 AM

Remove Radio from Charger

10:00 AM - 10:30 AM

Conf. Call with Peter DiSanza

2:00 PM - 3:00 PM

Briefing: General ERRD Issues -- RA C/R - 1-844-637-3111; 85038; then 2-123456

5:00 PM - 5:05 PM

Laptop

## June 25, 2018

Monday

9:30 AM - 10:30 AM

Daily Staff Meeting -- RA C/R (26)

12:45 PM - 1:30 PM

Briefing: Edison Relocation Proposal -- RA conference room

1:30 PM - 2:00 PM

Walter Mugdan to meet with Sabina re: Lean Management System (ELMS) -- DRA office

2:00 PM - 3:00 PM

HQ Weekly Conf. Call

## June 25, 2018 Continued

Monday

3:00 PM - 3:45 PM

Meeting re: EJCRC (next steps) -- RA conference room

3:45 PM - 4:00 PM

Meeting with John Filippelli on the Sustainability Program -- DRA office

## June 26, 2018

Tuesday

9:00 AM - 10:00 AM

Daily Staff Meeting -- RA C/R (26) - 1-844-637-3111; conference id: 85038; 2-123456

10:30 AM - 11:00 AM

Briefing: St. Lawrence River No Discharge Zone - update -- RA conference room - Dial in: 1-844-637-3111; Conference ID: 85038; then 2-123456

11:30 AM - 12:00 PM

Discuss weekly report preparation -- Walter's office

3:00 PM - 4:00 PM

Informational session (mentoring) with Andrea Leshak, ORC -- DRA office

## June 27, 2018

Wednesday

9:00 AM - 9:30 AM

Puerto Rico State Revolving Fund -- Room 27B - Dial in: 1-202-991-0477; Conference ID: 5569798



CWSRF Operating Amendment to Agreement (Sig... the CWSRF-MO...

9:30 AM - 10:30 AM

Daily Staff Meeting -- RA C/R (26)

11:15 AM - 12:15 PM

Meeting with Thomas Von Essen, Regional Administrator of FEMA -- 1 World Trade Center, The Freedom Tower, 52nd Floor  
Patrick Tuohy p.o.c.

917-753-3196

Mr. Tuohy to meet us in the lobby and bring us to the meeting.

## June 27, 2018 Continued

Wednesday

1:30 PM - 3:00 PM

Weekly Response and Recovery Briefing; connect via VTC with Karst Conference Room - Conference number: 347-384-7287 Conference ID: 5259241 -- R2NY-Rm-2734B-25p.VTC.OPM-FAMB/R2-NY; R2PR-Rm-7144-12p.VTC.Karst/R2-CFO

2:00 PM - 3:00 PM

FW: Regional Call -- Call in # 1.484.352.3221 Code: 7018421

-----Original Appointment-----

**From:** Rodrigues, Cecil

**Sent:** Friday, March 10, 2017 11:00 AM

**To:** Rodrigues, Cecil; Chu, Ed; Coleman, Sam; Heard, Anne; Kaplan, Robert; McCabe, Catherine; Pirzadeh, Michelle; Strauss, Alexis; Szaro, Deb; Thomas, Deb; Opalski, Dan; Gray, David

**Cc:** Newton, Cheryl; Bohan, Suzanne; Tyson, Linda; Correa, Laura

**Subject:** Regional Call

**When:** Occurs every Wednesday effective 10/4/2017 until 8/1/2018 from 2:00 PM to 3:00 PM (UTC-05:00) Eastern Time (US & Canada).

**Where:** Call in # 1.484.352.3221 Code: 7018421

3:00 PM - 3:30 PM

Briefing: Gasoline Vapors -- RA conference room - 1-844-637-3111; code: 85038; then 2-123456

## June 28, 2018

Thursday

8:00 AM - 8:30 AM

Briefing: Chemours, Deepwater, NJ -- RA Conference Room

9:00 AM - 9:30 AM

Daily Staff Meeting - 1-844-637-3111; 85038; 2-123456 -- RA C/R (26)

9:30 AM - 12:30 PM

Updated: Meeting with Hayley Hughes, Administrator's National Lead Coordinator, regarding Region 2's Lead Action and Outreach Plan -- 27-D, CEPD/Karst VTC - updated with conference dial in #347-384-7287 ID: 5259241

Updated with conference dial in #347-384-7287 ID: 5259241

Note: The RA's participation will be for the first hour of the meeting.

Please contact Pat Evangelista ([evangelista.pat@epa.gov](mailto:evangelista.pat@epa.gov)) x4447 for additional information.



Region 2.docx



Region 2 Lead  
Action-Outreac...

11:00 AM - 12:00 PM

Draft Weekly Report

12:00 PM - 1:00 PM

DRA+DAA Business Operations VTC -- EPA HQ - WJCN 3346 (OARM's Conference Room) Call-in:  
202-991-0477 Conference ID: 1647356

\*Agenda and 1 document attached – 6/27/18



DRA and DAA Agency oversight  
Business Operati... principles an...



1:00 PM - 2:00 PM

NPDES Significant Noncompliance Rate Reduction Executive Webinar -- 3216 WJC-South

**Description:** Henry Darwin and Susan Bodine will provide an executive level overview of the strategic plan's focus on compliance rate improvement starting with the NPDES program. Participants to include State Commissioners, State Water Directors, Regional Administrators, Deputy Regional Administrators, and Enforcement & Water Directors.

### **NPDES Significant Noncompliance Rate Reduction Executive Webinar**

**Thursday, June 28, 2018 | 1:00–2:00 p.m. ET**

Hosted by the US EPA Office of Enforcement and Compliance Assurance

#### **Participants will learn:**

- The Agency's initiation of a Strategic Plan objective to increase compliance with environmental laws and address the most substantial impacts to human health and the environment;
- The first area to be EPA's focus in increasing compliance rates: an

initiative to reduce the percentage of Clean Water Act (CWA) National Pollutant Discharge Elimination System (NPDES) permittees in significant noncompliance by 50% over 5 years;

- The critically important role of authorized State NPDES programs in this collaborative effort;
- EPA's solicitation of states to actively engage with the Agency in identifying and sharing existing, successful state and EPA approaches for achieving low NPDES SNC rates, and developing and piloting new tools and approaches.

**Presenters:**

- Henry Darwin, Chief of Operations, US EPA (*formerly Arizona's Chief of Operations and Director, Arizona Department of Environmental Quality*)
- Susan Bodine, Assistant Administrator Office of Enforcement and Compliance Assurance, US EPA

**Where:**

Participants must access Webinar via link below and call in via conference line:

- Webinar:
  - **Link:**  
<http://epawebconferencing.acms.com/npdessncexecwebiner/>
  - **Participants must enter room passcode: 2849**
- Conference Line:
  - Conference Number(s): 202-991-0477
  - Participant Code: 750499

**More Information:**

- A second webinar, **NPDES Significant Noncompliance Rate Reduction Practitioner Webinar**, will be held on July 12 from 1-3 pm ET for State and EPA NPDES practitioners to further build upon this effort.

**June 28, 2018 Continued**

Thursday

2:00 PM - 2:30 PM

Update on OIG work concerning EPA Response & Recovery to Hurricanes Harvey, Irma, and Maria --  
(202) 991-0477 then 8161862

Hello everyone,

Roughly every six weeks we get together to update you on the status of our evaluation. We met in early May so it's time to share our progress.

The list of invitees has grown to 54 since Outlook remembers of the names of people who received a forwarded invitation the last time. I added a few names based on e-mails I've received but don't hesitate forwarding the invitation to anyone who might be interested in this meeting.

This meeting will be an update on our work in Regions 6 and 4. We don't have a firm date on when we'll start our R2-related work.

If you have any questions please feel free to call me at 312-886-3026 or send me an e-mail.

Sincerely,

Tim R.

Project Manager

3:00 PM - 4:30 PM

Monthly Business Review Meeting; Dial in: Conference number: 347-384-7287 Conference ID 5259241 --  
New York- 27A; Puerto Rico - Karst conference room and NJ - DESA Director Conference Room --  
videoconference and VTC set up

**R2's June's Business Review Meeting Agenda**



**I. Opening Remarks (Pete Lopez)**

**II. Review Action Items from Previous Meeting (Don Pace and Kevin Hurley)**

*A list of work processes was requested from each Division in preparation for the future Office of Continuous Improvement (OCI) ELMS Train the Trainer event and beyond.*



Region 2 - June  
2018 Bowling C...

**III. Leader Standard Work Exercise (Walte Mugdan and Kevin Hurley)**

*The Regions and NPMS have been requested to submit an ELMS Readiness Assessment to the OCI. One of the components of the Readiness Assessment is for the **RA, DRA and Division Directors** to each develop and provide a document identifying their Leader Standard Work (LSW). We will be drafting our individual LSW templates during this facilitated group exercise with the understanding that the SLT will have further conversations with Henry Darwin on this subject when he eventually visits the Region. Please come prepared with the information needed to complete your LSW template.*

**IV. Performance Metrics Data Review – Bowling Chart (Lead Divisions)**

**V. Development of Monthly Targets – Open Discussion**

*For those metrics that do not currently have monthly targets, we want to move toward developing those targets in order to add value to the tracking of the data. The purpose of the bowling chart is to serve as a management tool to help us to identify small problems before they become big ones. Having monthly targets will enable us to analyze our performance and determine if countermeasures are needed keeping the goal of continuous improvement in mind.*

**VI. Update on ELMS Deployment Readiness Assessment (Don Pace and Kevin Hurley)**

**VII. Next Steps (Don Pace)**

*We will be continuing our efforts to increase awareness of ELMS in the Region using various approaches.*

**Attachments:**

- R2's June Bowling Chart
- LSW Template

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**From:** Manna, Richard

**Sent:** Wednesday, June 13, 2018 9:51 AM

**To:** R2 Division Directors <[R2\\_Division\\_Directors@epa.gov](mailto:R2_Division_Directors@epa.gov)>; Lopez, Peter <[lopez.peter@epa.gov](mailto:lopez.peter@epa.gov)>; Mugdan, Walter <[Mugdan.Walter@epa.gov](mailto:Mugdan.Walter@epa.gov)>; Lyon, Christopher <[lyon.christopher@epa.gov](mailto:lyon.christopher@epa.gov)>

**Cc:** R2 Deputy Division Directors <[R2\\_Deputy\\_Division\\_Directors@epa.gov](mailto:R2_Deputy_Division_Directors@epa.gov)>; Hurley, Kevin <[Hurley.Kevin@epa.gov](mailto:Hurley.Kevin@epa.gov)>

**Subject:** ELMS Readiness Assessment Leader Standard Work (LSW) Templates

SLT,

As you are aware, the Regions and NPMs have been requested to submit an ELMS Readiness Assessment to the Office of Continuous Improvement (OCI). One of the components of the Readiness Assessment is for the **RA, DRA and Division Directors** to each develop and provide a document identifying their Leader Standard Work (LSW). We realize that LSW is a new concept for all of us, so please view this exercise as a first step, with the understanding that the SLT will have further conversations with Henry Darwin on this subject when he eventually visits the Region.

**Next Steps:**

- Our business review meeting will be held on Thursday, June 28<sup>th</sup> from

3:00 – 4:30 pm

- We will utilize 30 minutes at our next monthly business review meeting to complete this exercise using the attached template
- Directors → Review the contents of this email, utilize your Divisional ELMS Coordinators for assistance and come prepared to complete your *R2 LSW Template* when we convene

For your reference, here are the instructions from the [readiness assessment](#), the [guidance we received from Henry Darwin](#), [examples of completed R3 templates](#), and the [template example HQ sent](#) forward.

### **Leader Standard Work:**

Fundamentally, ELMS is a way to standardize the way we do our work so deviations from those standards – problems – are more readily apparent. The successful evolution to greater consistency and accountability depends on the leadership of an organization. In addition to providing the vision and direction for change, leaders must also set an example. Adopting Leader Standard Work (LSW) is a first step in the ELMS journey.

LSW is a document that captures the predictable, repeated, standard activities that leaders and managers perform on a daily, weekly, monthly, quarterly, and annual basis. LSW includes core ELMS activities such as gemba walks, business reviews, huddle meetings, and one-on-one coaching, as well as other regularly scheduled leadership responsibilities. Maintaining LSW in a consistent written format helps track completion to ensure that the work gets done.

Although it is not required that you follow a particular format, OCI has provided a template to help you get started with your leadership team's LSW.

### **Questions to Consider**

## June 28, 2018 Continued

Thursday

- Do you maintain a regular schedule of your activities that is accessible to those to whom you report and those who report to you?
- Do you use any LSW templates such as a check sheet or printed schedule so you can easily track activities to ensure LSW is being followed?
- Could your successor easily follow your LSW to understand the responsibilities of the position and maximize continuity of operations?



R2 LSW  
Template.xlsx

## June 29, 2018

Friday

All Day

Flex Day

1:30 PM - 2:30 PM

Gowanus MOA -- 1922 and by phone meet me 844-637-3111, 84380, 123456

I want to talk through how Pete might respond to Sapienza's email and send Pete a note about it.

5:00 PM - 5:05 PM

Laptop